

**SCITUATE SCHOOL COMMITTEE  
REGULAR MEETING – TUESDAY, NOVEMBER 3, 2015  
NORTH SCITUATE ELEMENTARY SCHOOL**

<b>TOUR OF BUILDING</b>	A walk through of the building was conducted.
<b>CALL TO ORDER</b>	<p><b>The Meeting was Called to Order at 7:00 PM by Chair Umbriano in the North Scituate Elementary School</b></p> <p>Present were Marylou Umbriano, June Guglielmi, Coleen Pendergast and Jean Esposito. Also present were Dr. Paul Lescault, Superintendent, and Dr. Lawrence Filippelli, Assistant Superintendent.</p> <p><b>Brian LaPlante was not present at the beginning of the meeting.</b></p>
<b>PLEDGE OF ALLEGIANCE</b>	Pledge of Allegiance was led by Chair Umbriano
<b>APPROVAL OF MINUTES</b>	<p><b>Motion by Mrs. Guglielmi to approve Open minutes of October 6, 2013. Seconded by Mrs. Pendergast. All in Favor: Yes Motion passed unanimously.</b></p> <p><b>Motion by Mrs. Guglielmi to approve Executive &amp; Open minutes of October 13, 2013. Seconded by Mrs. Pendergast. All in Favor: Yes Motion passed unanimously.</b></p> <p><b><u>Discussion:</u> Ms. Pendergast questioned page 6. Under Mr. Ryan comments to find out the exact wording of what he said and report back.</b></p> <p><b>All in Favor: Yes Motion passed unanimously.</b></p>
<b>ROUTINE MATTERS MINUTES AND BILLS</b>	<p><b>Mrs. Guglielmi made a motion to approve the General Fund for the month of November 2015 for \$581,363.89. Seconded by: Mrs. Pendergast</b></p>

	<p><b>Motion passed unanimously.</b></p> <p><b>Motion by Mrs. Guglielmi to approve the Grant bills for month of November 2015 for \$4,741.08</b>  <b>Seconded by: Mrs. Pendergast</b>  <b>Motion passed unanimously.</b></p>
<p><b>CORRESPONDENCE</b></p>	<p>1. A letter to the Superintendent from Stephen Gormley resigning his position as Director of Buildings and Grounds, effective November 6, 2015.</p> <p><b>Motion made by Mrs. Esposito</b>  <b>Seconded: Mrs. Pendergast</b></p> <p><b>Discussion:</b> Mrs. Guglielmi said with much regret. He was in Scituate 19 years.</p> <p><b>All in favor: Yes.</b>  <b>Motion passed unanimously.</b></p> <p>2. A request from Carlo Catucci to use one personal day with reason on <b>12/23/15</b> to travel out of the country for family business.</p> <p>Dr. Lescault stated he cannot authorize a personal day due to contract reasons during the holiday period. He said it's a legitimate request.</p> <p><b>Motion by Mrs. Esposito to grant his personal day on 12/23/2015.</b>  <b>Seconded: Mrs. Guglielmi</b>  <b>All in favor: Yes</b>  <b>Motion passed unanimously</b></p>
<p><b>REPORT OF COMMITTEE LIAISONS</b></p>	
<p><b>Budget Committee – Mr. LaPlante</b></p>	<p>Not present</p>
<p><b>Collective Bargaining Committee- Chair Umbriano/Ms. Guglielmi</b></p>	<p>Ms. Guglielmi stated that the Teachers' negotiations will be coming up in January 2016.</p>
<p><b>Food Service – Chair Umbriano</b></p>	<p>Mrs. Umbriano said they had a Food Service meeting at Clayville Elementary and announced that 3 blenders have been purchased for the Elementary schools as part of the Fuel up to Play 60 Program</p>

	<p>because children are having smoothies as part of Nutrition program. This was funded through the Ramp up for Recess Grant. They will also be doing stenciling on the back playground as part of the Grant program.</p>
<b>Policy Development: Ms. Pendergast</b>	Nothing to report
<b>Transportation: Chair Umbriano</b>	Nothing to report
<b>School Space needs Study Committee: Mr. LaPlante - Traffic Safety – Chair Umbriano</b>	Nothing to report
<b>Scituate Prevention Partnership: Mrs. Esposito</b>	<p>Mrs. Esposito went to a meeting on Oct. 20<sup>th</sup> of the Scituate Prevention Partnership at the High School. She asked Mrs. McCormick to add anything that she leaves out. They will be doing two 1 day workshop trainings for SADD on November 9<sup>th</sup> and November 16<sup>th</sup>. Program is growing and has approximately 45 members.</p> <p>Informational nights at Hope on November 18<sup>th</sup> and North Scituate on November 23<sup>rd</sup>, at night so parents can attend.</p> <p>She mentioned that there was a nice ad in The Journal and she said there was a lot of information about the program. She said Mr. Tim Brown expressed his “buy in” to the new Health and Wellness Program and new Health curriculum.</p> <p>Looking to have a meeting in January during school hours. Not sure of the day or time. Mrs. McCormick mentioned that Dr. Sollitto was looking for a 1:15pm meeting time if possible.</p>
<b>Health &amp; Wellness: Chair Umbriano</b>	BCBS will be doing a Wellness for Work Program where they will be doing exercise programs and this will also fall under the Ramp up for Recess Grant.
<b>ASSISTANT SUPERINTENDENT’S REPORT</b>	<p>Dr. Filippelli read his report into the Record (which is attached hereto and incorporated herein by the reference.)</p> <p><b>1.SCIENCE CURRICULUM PLANNING</b></p>

Dr. Fillippelli stated that there will be no Science NECAP as of 2017.

## **2. SCHOOL SAFETY PLANS**

Two issues were discussed: the NIMS standards and the issue of the entry to the Middle School and High school.

The safety plans were revised and there are no major changes.

Mrs. Pendergast asked about the access to the Middle school. She stated there were 15 parents signed in all going to the Middle School she feels that there is a breach in the system. Also if there is enough staff to handle the access.

Dr. Fillippelli said that they need to have to better systems of getting access to the Middle School. He said that it has been discussed and there are no solutions yet.

Mrs. Esposito said there were three access places. One is next to Guidance, one at the end of High School corridor and the other corridor where the Social Worker and Psychologist are. She asked if there were still there. She asked if there was another door at the ramp of the Middle School near Principal's office.

She stated that you could prevent parents from walking through if there was access to those three areas and this would prevent the Middle School students from going through the High School. She said with creative planning a construction project could be designed and that the State has released \$22 million for construction projects.

Dr. Fillippelli stated that they would have to reconfigure the whole area of the back parking lot.

Mrs. Umbriano said the best solution is where the ramp is where the High School office is.

Dr. Lescault said that it was considered and the designers planned it that way. They do have plans but it was very costly.

**3. District Attendance Policy:**

Dr. Fillippelli hopes to have the first reading at the December meeting.

**4. PARCC Release Update:**

Results being released November 9<sup>th</sup>.

**Mr. LaPlante arrived at 7:30pm**

Dr. Lescault read his report into the record (which is attached hereto and incorporated herein by the reference.)

**SUPERINTENDENT'S REPORT**

**1. School Committee Meetings Schedule for 2016**

Dr. Lescault noted that the meetings are scheduled for the first Tuesday of each month, with the exception of July. The first Tuesday of July is July 5. Given the proximity to the 4<sup>th</sup> of July holiday, the Committee may wish to delay the July meeting to the second Tuesday of the month.

**2. 2016-2017 School Year Calendar**

Dr. Lescault proposed two options to the School Calendar as required by School Committee Policy no later than the March School Committee meeting.

Mrs. Guglielmi asked about the Thanksgiving holiday.

Mrs. Esposito asked about the professional development days.

Dr. Fillippelli stated that they would use the Primary days for professional development.

**3. Fund Balance**

Dr. Lescault said that they have not received the comprehensive audit report for the fiscal year ending March 31, 2015. He reviewed the preliminary data prepared by the auditor. He also explained the excess of revenues and the fund balance to the Committee.

Mrs. Pendergast asked if the fund balance has to be replaced.

Dr. Lescault explained that the \$952,000 goes to the next fiscal year.

Mrs. Esposito asked if the fund balance has to be that big.

Dr. Lescault said it is not that big and that the Auditors said they should maintain a fund balance equivalent to 10% of the total budget. He asked Sharon Johnson, former Town Treasurer if they have 10% in the towns fund balance.

4. **Tasca Field**

Dr. Lescault announced that the last Middle School Soccer home game for this season was held last week at Tasca Field. Athletic Director Kevin Ryan and Middle School Principal Zajac have sent a letter of thanks to the Scituate Youth Soccer Association.

Ms. Pendergast said that the Middle School Soccer team won their 1<sup>st</sup> game in 6 years on that field.

5. **Water Operator**

Dr. Lescault noted that none of the applicants for Mr. Gormley's position have the required certification. Mr. Gormley recommended that we contract with an outside vendor to act as our water operator. It was noted that the actual cost will be determined by the number of alarms the company has to respond to, primarily at the North Scituate School, but will roughly be about \$20,000/yr.

Ms. Pendergast said that they should have more than one person get certified for water certification.

6. **Raise**

It was noted that Chair Umbriano pointed out to the Committee in a recent email, the Committee should vote to provide Mr. Gormley with the same 3% raise all of the administrators and his two assistants received, retroactive to July 1.

Mrs. Umbriano said that she met with Dr. Fillippelli and designed a plan for Mr. Gormley but he accepted the position in Narragansett. She stated that everyone else received their raise and that it would be fair to do the same for Mr. Gormley.

Mr. LaPlante noted that this was not on the agenda and could not vote on this tonight.

	<p>Dr. Lescault asked if he could make the decision without the School Committee voting on it. He noted that the intent was to give him the increase and try to retain him. His raise would be about \$781.00</p> <p>Mrs. Umbriano said his raise was held up so they could put a package together to try to retain him. She noted that he was on the agenda to get a 3% raise.</p> <p>Mr. LaPlante said that he should discuss this with Attorney D'Agostino, Dr. Fillippelli and the Chair and figure out how to handle the matter. If it has to be posted it could be done at the next meeting with the proper notification. Mr. LaPlante said he thinks with him leaving the district it could be done. Superintendent was authorized to handle it administratively.</p>
<p><b>PUBLIC COMMENTS &amp; QUESTIONS</b></p>	<p><b><u>Mr. Tim McCormick 428 Trimtown Road Scituate</u></b></p> <p>He asked if the School Committee was setting up a meeting regarding Caito Field.</p> <p>Mrs. Umbriano said that she has been looking into putting together a group and spoke to Chuck Collins regarding the leach field. She has the plans and she will call to set up a meeting with Mr. Collins.</p> <p>Mr. LaPlante said that it is critical that both the town and School Committee work together and formulate a plan and try to get funding for the field.</p> <p>Mr. McCormick asked to be a member on the committee when it was formed.</p> <p>Dr. Lescault said that turf is not an option for the field because there is no water source.</p> <p>Mrs. Pendergast asked if the School Committee should be in charge.</p> <p><b><u>Brian Piccolo 44 Pole Bridge Road</u></b></p> <p>He asked if the School Committee could do the project</p>

without Town Council approval.

Mr. LaPlante said that if it is in the budget then the School Committee could spend the money as they see fit. If they need to get a bond then they have to work with the Town.

Mrs. Esposito said the budget is coming up and this should be their long term goal to fix the field not just a short term plan.

Mr. Piccolo said that the kids want to show pride in their school.

Mrs. Umbriano said they have tried to get bonds but have been voted down. She said that she has looked into getting water for the field and it is \$1,100. 00 to get a truck of water for the field.

**Todd Oster - 3 French Lane**

Said that there is a lot of debris on the field. Dr. Lescault showed the committee and the audience a piece of metal that was recently found on the field Mr. Oster said this is a problem and the field needs to be fixed.

Mrs. Pendergast said that they have known about this since last November.

Dr. Lescault said the field is checked and that if the field was unsafe they would not let anyone use it.

Mr. LaPlante said that a short and long term committee makes sense and should be done quickly.

**Ann Oster 3 French Lane**

Thanked the School Committee and said SYA has a sub-committee to move forward with the field. She announced that they have a 501C3 and are official as a charitable organization. They are looking to get a grant writer to partner with them to get grants.

Ms. Umbriano asked about a "Go Fund Me" page and target the Alumni.



Mrs. Oster asked about the letter from School Committee and Town verifying what the monies will be used for.

Dr. Lescault said he wrote a letter of support and it will be sent to the president of SYA.

Mrs. Esposito asked Dr. Lescault about the materials used for track and tennis court.

**Theresa Picard – 87 Cranberry Drive**

She commented that they have been on notice for 13 months due to sub-standard and unsafe conditions. She said this is a concern because if someone gets injured they could be sued.

She said that the Committee needs to allocate funds for new fields in 2016 budget and asked what the School Committee will need to move forward. She would like to see everyone move forward for the betterment of town and children. The goal is to maximize the efficiency of this project.

**Kristen Polseno– 29Wilkinson Road**

She said that maybe a bond issue should be brought up again because there is still a need for the fields.

Mr. LaPlante agreed and he said they should have a good strategy and a good plan and communicate this to the parents and town and try to move it forward.

Mrs. Umbrianio said make a pitch to the community and say if we can raise half the monies for a new field could the town come up with the rest. Make a bond issue for half.

**Mike Marcello**

He asked if anyone applied for the money that was allocated from the General Assembly to towns for school construction.

Dr. Lescault said that he did send 3 people to address this issue and stated that he thought one of the

conditions was that the town had to have a standing building committee in place and there wasn't one at this time and there was no application submitted.

Mr. Marcello said that this is a revolving fund and that they should take advantage of this if it comes up again. They need to have a plan necessary for the fields and appropriate some money for a solution for next year.

**Mr. Piccolo** asked how senior citizens would they be affected.

**Mr. McCormick** said it will be a difficult to pass a sports only bond because it will be used for fields.

End of discussion of field.

**Andrew Fogell 58 Quaker Lane**

Made a request to see the math test scores of the 5<sup>th</sup> grade class to see how well the students understand the curriculum.

Dr. Fillippelli said these are teacher records. Dr. Fillippelli will talk with him regarding the scores.

**Cindy Gould– 21 Walker Way – Reading Specialist**

Responded to Mr. Fogell about his concerns. Mrs. Gould commented about common core and said it does not tell teachers how to teach and does not provide curriculum.

No one test determines whether a student meets the standard, it is a picture of performance. She said she would be happy to discuss this with Mr. Fogell.

**Bryan Byerlee –N.S. Principal**

He welcomed the School Committee and said he would be happy to speak with any parents about the curriculum and test scores.

Ms. Umbriano responded to Mr. Fogell and said that the

PTO had homework nights.

Ms. Esposito asked Dr. Fillippelli if there are no instructions provided for the new math and asked if there was training to the elementary teachers to provide the high level of math on the standard of the common core.

Dr. Fillippelli said they have grade level leaders at elementary and mentoring meeting monthly.

**Maureen Kennedy 10 North Doctors Lane  
Middle School Math teacher**

There is on going work on the curriculum. She explained that they did not know what was going to be on the test prior to taking the test. Kids are frustrated because they were not taught the common core of the new math.

There is a disconnect with the curriculum and they need Math Coaches in the Elementary level.

**Monique Rossignol 135 Peck Hill Road**

She questioned the BYOD policy in schools and not using cell phone. She wanted to know if she should buy a cell phone for her child. She said she did not have any communication about it.

Dr. Filippelli said if they do not have the technology that they would provide them with a device.

**Mrs. Erika McCormick 428 Trimtown Road Scituate**

She questioned the second reading of the coaching policy and stated that the policy does not address the Code of Conduct for coaches and students.

Mr. LaPlante said that they consolidated it in #14 of the policy.

Mrs. McCormick said that she would like to see reference to the Code of Conduct in the Policy.

Mr. LaPlante said that if the committee wants to agree to add it to #15, and say "be concerned about and take

	<p>steps to protect student’s health, safety and well being, including without limitation enforcing the Code of Conduct policy,” he would be fine with that.</p> <p>Mrs. Umbriano said the students and coaches have to sign off on the Code of Conduct policy and it should be in their folder.</p> <p>Mrs. Esposito said she went on-line and got the template of the expectations and standards for coaches, parents and athletes and matched them up with this.</p> <p>Mr. LaPlante said that he is happy with the “Code of Conduct” policy to add the phrase.</p> <p>Mrs. Pendergast asked if this is mandatory for only High School.</p>
<p><b>NEW BUSINESS</b></p>	<p>1. Second Reading and adoption of the Coaching policies</p> <p>Mrs. Esposito said she did not receive all the documents in her packet for the Athletic coach. She said she finds the document extremely hard to read. She would like to have an independent review from experts in the field of assessment or physical education. She would like a clean-up of the document then brought back to the School Committee next month. When the review is done to include the expectations that she found on coaches and athletic directors.</p> <p>Mrs. Umbriano asked Mr. LaPlante if the changes were on D4 &amp; E4.</p> <p>Mr. LaPlante said the only changes were cross referenced on one spot and not the other. He said the first eight pages of the document is the policy. What follow’s is the job description, assessments and evaluations for Head Coach and same for Assistant Coaches.</p> <p>Mrs. Pendergast asked if they were the same for all evaluations.</p> <p>Mr. LaPlante said that teacher’s, head varsity baseball coach from Bryant, a registered nurse and Mr. Bourne, coach; Mrs. Pendergast, Mr. Sollitto and Mr. Ryan were on the Committee. This was a group process. He felt</p>

that this committee's work was enough to get this policy approved.

Mrs. Umbriano asked if the cross out was the corrections

Mrs. Pendergast said that this was a collaborative effort and supports and applauds the effort of this committee. She likes that the Code of Conduct will be added to the policy.

Dr. Fillippelli said the goal of the School Committee is to review and set policy. This policy is before you, why not accept it and move it forward, review it, try it and then come back with any changes.

Mr. LaPlante said that the Code of Conduct will be in the job descriptions and evaluations.

**Motion by: Mr. LaPlante to approve the policy as amended by the addition of the phrase wherever it appears in the policy, after the sentence; "understand and follows rules and regulations as set forth by the state governing body and school administration including as to emergency policies and procedures and student athlete safety, including, without limitation the Athletic Handbook and Code of Conduct as to High School students."**

Mrs. Umbriano said if it goes to Middle School it will be added on.

**Seconded by: Ms. Guglielmi**

**Discussion:**

Mrs. Esposito asked if other evaluations were looked at or reviewed by other members of the Committee other than Mr. LaPlante and asked if there were outside assessments.

Mrs. Pendergast said it was a round table discussion by everyone and everyone accepted it together as a part of the process.

Mrs. Esposito said she received an e-mail from Mr. Ryan about some items in the policy.

Mr. LaPlante said Mr. Ryan brought his own documents

to the meetings and they were incorporated into the policy.

**All in favor: ML, JG, CP, BL**

**Opposed: JE**

**Motion passed**

2. Ratification of the Official School Committee meetings schedule for the calendar year 2016.

**Motion by Ms. Pendergast to approve School Committee Calendar 2016 as reported with July 12<sup>th</sup> meeting date which is the second Tuesday, as noted.**

**Seconded by Mrs. Guglielmi**

**All in favor: Yes**

**Motion passed unanimously**

3. Ratification of the School Calendar for the 2016-2017 school year.

**Discussion:**

Mrs. Umbriano explained that “Draft A” gives a February vacation ending school on June 16<sup>th</sup>. “Draft B” takes away 3 days of February vacation ending school on June 14<sup>th</sup>.

Mrs. Pendergast asked if they need to vote on tonight or should it go to parents for feedback?

Mrs. Umbriano said they should vote on one calendar so it could get out to community for feedback if they need to adjust they will have time to do that.

Dr. Lescault said he consults with the President of the Teachers’ Association regarding the calendar.

**Motion to approve by Mrs. Pendergast: Calendar – “Draft A” which retains the February vacation.**

**Seconded by Mr. LaPlante**

**All in favor: Yes**

**Motion passed unanimously**

4. First Reading of the revised District Wellness Policy #4050.

Mrs. Umbriano stated that she put this back on the agenda to have the first reading because there will be a meeting in February. The nurses have reviewed and there have been changes and she would like to get it passed for the first reading so they can work with it and get it back on for a second reading with all the changes.

**Motion to approve the First Reading: Mrs. Guglielmi  
Seconded by: Mrs. Pendergast**

**Motion passed unanimously**

**Note:** Ms. Umbriano stated that she made a wrong statement regarding the students. She said there were 1,338 students they actually have 1,367 students and she has a list of all grades if anyone wanted to see it.

**RESIGNATIONS/APPOINTMENTS/REAPPOINTMENTS/TRANSFERS/TERMINATIONS**

**REVISED APPOINTMENTS**

1. Glen Mathieu: Director of Building & Grounds, effective 11/30/2015.

Dr. Lescault said they had 15 applications for Building and Grounds and they interviewed 6. The applications were reviewed by High School Principal, Assistant Superintendent, and himself and Director of Building & Grounds. Mr. Mathieu was the first choice and Dr. Lescault recommends him for the position and will begin on November 30th.

**Mrs. Guglielmi made a motion to accept the appointment of Mr. Mathieu.**

**Seconded by Mrs. Pendergast  
Motion passed unanimously**

- 2. Lynn Francazio: Girls' Middle School Cheer Coach
- 3. Eric Laprade; Boys' Middle School Basketball Head Coach

**All in favor: MU, JG, CP, JE.  
Mr. LaPlante – No  
Motion passed.**

	<p><b><u>Discussion:</u></b></p> <p>Mr. LaPlante stated that he did not have a chance to review the appointment of the Coaches because he just received them but he feels confident with the Coaching policy.</p> <p>Mrs. Pendergast asked to receive the appointments before the meetings especially for the Coaching positions.</p> <p>Mrs. Umbriano said they skipped over Ms. Shewchuk at the last meeting.</p> <p><b>Motion passed.</b></p> <p><b><u>REAPPOINTMENTS</u></b></p> <p>1. Meg Shewchuk; Girls' High School Basketball Volunteer Assistant Coach</p> <p><b>Motion by Mr. LaPlante to accept reappointment. Seconded by Mrs. Guglielmi. Motion passed unanimously.</b></p>
<b>COMMITTEE REMARKS</b>	
<b>Mrs. Esposito</b>	Nothing to report
<b>Mrs. Guglielmi</b>	Welcomed Mr. Mathieu as Building & Grounds Director
<b>Mr. LaPlante</b>	Announced that his daughter was on the cross country teams and he was pleased with the effort of the team and that the Coaches were amazing. He wished Spartan Sports and the Girls' Basketball team good luck during the season.
<b>Mrs. Pendergast</b>	Guidance Counselor was at Family Court. She announced that Thursday, November 5 <sup>th</sup> from 9-12 at Clayville Elementary was the 24 Annual Festival and to bring a canned good. She also congratulated the Unified Volleyball team for being Division Champions.
<b>Chair Umbriano</b>	Announced that she has the Caito leach field plans if anyone wanted a copy.
<b>DISCUSSION OF FUTURE BUSINESS</b>	None
	<b>Note:</b> Mrs. Sandra Barron wanted to congratulate her daughter Ms. D'Allesandro and Tara Marchant on their reappointment then addressed Mr. LaPlante on the appointment of her daughter and the e-mail that



	circulated regarding the coaches.
<b>ADJOURNMENT</b>	<p><b>Mrs. Guglielmi moved to adjourn at 10:05pm.</b> <b>Seconded by: Mrs. Pendergast</b> <b>All in favor: Yes</b> <b>Motion approved</b></p> <p>Respectfully Submitted:</p> <p>Mrs. Guglielmi, Clerk <i>Minutes were prepared by Dorothy DeRemer Recording Secretary. Neither the Clerk nor the Recording Secretary is the designated Public Records contact for the Scituate School Committee or Scituate School Department under the RI Access to Public Records Act ("APRA"). For all APRA inquiries, please contact the Superintendent's Office.</i></p>

## ASSISTANT SUPERINTENDENT'S REPORT

November 3, 2015

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### 1. SCIENCE CURRICULUM PLANNING

On October 27, I called a meeting of the district science curriculum committee. At this meeting we discussed the New Generation Science Standards (NGSS) and a realignment of our K-8 curriculum. The high school completed their realignment to the NGSS standards at the end of last year. At first look, there is a good amount of similarities between the NGSS and the current science curriculum that NECAP assesses. However, beginning in the Spring of 2017, there will be a different assessment for science and the NECAP science assessment will be going away. To this end, our group needs to look at not only revising our science curriculum in K-8 but also taking a look at our kit-based instruction. I have some preliminary information from East Bay Educational Collaborative (EBEC), and will be having more conversations with them once the district committee decides on which kits will be most appropriate based on the NGSS curriculum revisions. I am planning on using EBEC for the professional development around this curriculum revision. I will be using Title II grant funds to assist with our PD planning for next year's CRP.

### 2. SCHOOL SAFETY PLANS

On October 16<sup>th</sup>, I held a district crisis response plan meeting at SHS. At this meeting, we reviewed any building safety issues and I assessed if any school had any updates or revisions to the district safety plan. There were two issues that arose and here is how they are going to be addressed: One, best practice is to have all exit doors lettered and numbered according to NIMS (National Incident Management System) standards. We are going to have the interior and exterior doors painted to address this issue. Two, an issue came up regarding the high/middle school complex regarding visitors. You may remember last year we addressed access issues by building a vestibule to contain visitors to the high school main office. As another layer of safety, we are going to have visitors show and ID/license. They will give their license to the secretary and will be issued a visitor's pass with a lanyard. When they leave, they will drop the lanyard off and be given their ID/license back. It is important to note that we will be communicating these changes directly to parents in all schools in the very near future. Finally, state law requires that the school committee be informed of any major updates to the confidential school safety plan and district superintendents must sign off on this. There are no major changes to our district plan this year. If any committee member would like to review the plan, please let me know and I will have a confidential paper copy made for you.

### **3. DISTRICT ATTENDANCE POLICY**

Dr. Sollitto and the other district principals are taking a look at our current district attendance policy. This policy has not been updated since 2002 when I made the last revisions to it as assistant principal of the middle/high school. It is due for an update and I commend Dr. Sollitto and the other principals for taking a look at this. We hope to have the first reading for the committee at the December meeting.

### **4. PARCC RELEASE UPDATE**

RIDE has informed central office administrators that they will be releasing preliminary PARCC results to schools and districts around November 9<sup>th</sup>. As usual, all of this data is confidential and embargoed from the public until the public release of data which RIDE anticipates to be around November 16<sup>th</sup>. Student individual reports will be rolled out to schools and districts between November 30, 2015 and January 8, 2016 for grades 3-8 tests and November 16<sup>th</sup> and November 20<sup>th</sup> for high school tests. Thus, we may not have an accurate amount of data to chart student performance until sometime in January.

## SUPERINTENDENT'S REPORT

November 3, 2015

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### 1. School Committee Meetings Schedule for 2016

Approval of a schedule of School Committee meetings for the calendar year 2016 is listed under New Business. The meetings are scheduled for the first Tuesday of each month, with the exception of July. The first Tuesday of July is July 5. Given the proximity to the 4th of July holiday, the Committee may wish to delay the July meeting to the second Tuesday of the month.

### 2. 2016-2017 School Year Calendar

Attached are two school calendars for the Committee's consideration. Both have students beginning school on August 30, no school on the day before Thanksgiving, and no school on primary and election day. The major difference between Draft A and B is the February school vacation. Draft A maintains the full traditional week off in February. Draft B shortens the vacation to 3 days. Of the 37 school districts in RI, 9 are using some form of Draft B this year. Data for 2016-2017 is not yet available. Draft A schedules one professional day on Primary Day and the second on the Friday before the Art Festival. Draft B maintains the current practice of scheduling professional days, with one the Friday before the Art Festival the second on February 17. Obviously, there are many more possibilities. Approval of a calendar is listed under New Business, but the Committee may wish to table formal adoption of a calendar until a later date. I am proposing some options now as the School Committee Policy on the Calendar requires that the Superintendent recommend a calendar for the following year as soon as practical, but not later than the March School Committee meeting.

### 3. Fund Balance

We have not received the comprehensive audit report for the fiscal year ending March 31, 2015. However, I have reviewed the preliminary data prepared by the auditor. Actual revenues exceeded budgeted revenues by \$141,179. Actual expenditures were \$799,124 less than budgeted expenditures. Therefore there was an excess of revenues over expenditures of \$940,303. Our goal was to end the fiscal year with an excess of revenues over expenditures of \$952,000, to replace the \$952,000 of fund balance designated as revenue in the FY'2015 budget. We came very close to reaching our goal, falling short by only \$11,697 on a \$22,107,344 budget. Consequently, we began the current fiscal year with a fund balance of \$1,597,890, compared to \$1,609,587 in the prior year.

### 4. Tasca Field

The last Middle School Soccer home game for this season was held last week at Tasca Field. Athletic Director Kevin Ryan and Middle School Principal Zajac have sent a letter of thanks to the Scituate Youth Soccer Association.

**5. Water Operator**

Water systems serving 50 or more people must have a certified water operator. Steve Gormley has the required certification and has served as our designated water operator for all of the schools, except Hope. None of the applicants for Steve's position have the required certification. Getting someone certified requires about 6 weeks of classes, passing the final exam and completing a 6 month internship. Clearly, we cannot accomplish that before November 6. Steve is recommending we contract with an outside vendor to act as our water operator. The actual cost will be determined by the number of alarms the company has to respond to, primarily at the North Scituate School, but will probably be about \$20,000/yr.

**6. Raise**

As Chair Umbriano pointed out to the Committee in a recent email, the Committee should vote to provide Steve Gormley with the same 3% raise all of the administrators and his two assistants received, retroactive to July 1.